

# Title I Carryover Provisions

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Title I allocations are aligned to the state's fiscal year. This means that the obligation period for Title I begins on July 1 and ends on June 30. Grant funds not spent within the fiscal year awarded may be carried over into the next fiscal year. However, the amount that can be carried over depends on the size of the LEA's allocation. See Table A.

**Table A**

LEAs with Allocations* Less than \$50,000	LEAs with Allocations* Greater than \$50,000
LEAs may carryover unobligated funds without limitation.	May carryover 15% of the unobligated funds into the succeeding fiscal year.  LEAs must apply for a waiver to carryover more than 15% of the total allocation. This is only allowed once every three years.

*\*It is important to note that the carryover limit is based off the LEA's Title I-A allocation amount plus funds transferred from Title II-A.*

DPI does not calculate carryover until the fall because the Tidings Period allows LEAs to use their remaining 2013-14 funds through September 30th. The process for districts to use 2013-14 funds between July 1, 2014 and September 30<sup>th</sup> 2014 is listed below. The process is slightly complicated because it crosses over two fiscal years and two grant periods. Please contact [Ryan Egan](#), Title I Accountant at (608) 266-1723 if you have questions.

The district should:

1. Submit a final claim for the 2013-14 grant with an end date of June 30<sup>th</sup>. This should reflect the expenses of any property received or services rendered through June 30<sup>th</sup> as well as any obligations made before June 30th and liquidated prior to filing the claim.
2. Enter the district's estimated carryover amount in the 2014-15 grant application (even if it's over the 15% limit).
3. Enter the budget items for grant activities expected to be obligated and liquidated between July 1st and September 30th in the 2014-15 grant application and submit the 2014-15 grant application.
4. Work with the district's [Title I education consultant](#) at DPI to get the grant application approved.
5. Complete the grant activities between July 1st and September 30th.
6. Submit a claim in the 2014-15 application with an end date of September 30th for the grant activities completed/liquidated between July 1st and September 30th. **Do this by October 15th.**
7. Any 2014-15 claims paid for activities from July 1st through September 30th (received by DPI before October 15<sup>th</sup>) will be charged against prior-year funds first in order to reduce any amounts that are in excess of the carryover limitation.
8. DPI will notify the district if the district exceeded the 15% carryover limit and a waiver is needed.
9. Apply for a waiver if needed.

DPI will post the final carryover in the application once this process is complete. The final carryover amount will include the amount of the claim with the end date of September 30th plus any remaining carryover not spent between July 1st through September 30th.